



Indiana Pro Bono Commission  
One Indiana Square, Suite 530  
Indianapolis, IN 46204

Indiana Bar Foundation  
230 East Ohio Street, Suite 200  
Indianapolis, IN 46204

## COMBINED 2004 DISTRICT REPORT, 2006 PRO BONO GRANT APPLICATION, AND 2006 PLAN

Pro Bono District 7

Applicant: PHILLIP I. ADLER

Mailing Address: DIVISION 2, COURTHOUSE, 33 SOUTH THIRD STREET

City: TERRE HAUTE, IN Zip: 47807

Phone: 812-462-3238 Fax: 812-232-4650

E-mail address: [philadler2@aol.com](mailto:philadler2@aol.com) Website address: N/A

Judicial Appointee: PHILLIP I. ADLER

Plan Administrator: CARRIE MCKILLIP

Names of Counties served: CLAY, PARKE, PUTNAM, SULLIVAN, VERMILLION, VIGO

Percentage of volunteer attorneys (as defined on page 6) *who accepted a pro bono case in 2004*  
per registered attorneys in district, i.e. the district's pro bono participation rate 13%  
To the extent the pro bono participation rate information is available by county, please  
provide below.

Clay	0%	Putnam	4%	Vermillion	9%
Parke	0%	Sullivan	5%	Vigo	17%

Amount of grant received for 2005: \$13,000

Amount of grant (2004 & prior years) projected to be unused as of 12/31/05: \$2,500

Amount requested for 2006: \$19,410.00

The following representations, made to the best of our knowledge and belief, are being

provided to the Indiana Pro Bono Commission and Indiana Bar Foundation in anticipation of their review and evaluation of our funding request and our commitment and value to our Pro Bono District.

### **Operation under Rule 6.6**

In submitting this application for funding, this district is representing itself as having a Pro Bono Plan, which is pursuant to **Rule 6.6** of the Indiana Rules of Professional Conduct. The plan enables attorneys in our district to discharge their professional responsibilities to provide civil legal pro bono services; improves the overall delivery of civil legal services to persons of limited means by facilitating the integration and coordination of services provided by pro bono organizations and other legal assistance organizations in our district; and ensures access to high quality and timely pro bono civil legal services for persons of limited means by (1) fostering the development of new civil legal pro bono programs where needed and (2) supporting and improving the quality of existing civil legal pro bono programs. The plan also fosters the growth of a public service culture within the district which values civil legal pro bono publico service and promotes the ongoing development of financial and other resources for civil legal pro bono organizations.

We have adhered to **Rule 6.6** (f) by having a district pro bono committee composed of:

- A. the judge designated by the Supreme Court to preside;
- B. to the extent feasible, one or more representatives from each voluntary bar association in the district, one representative from each pro bono and legal assistance provider in the district, and one representative from each law school in the district; and
- C. at least two (2) community-at-large representatives, one of whom shall be a present or past recipient of pro bono publico legal services.

We have determined the governance of our district pro bono committee as well as the terms of service of our members. Replacement and succession members are appointed by the judge designated by the Supreme Court.

Pursuant to **Rule 6.6** (g) to ensure an active and effective district pro bono program, we:

- A. prepare in written form, on an annual basis, a district pro bono plan, including any county sub-plans if appropriate, after evaluating the needs of the district and making a determination of presently available pro bono services;
- B. select and employ a plan administrator to provide the necessary coordination and administrative support for the district pro bono committee;
- C. implement the district pro bono plan and monitor its results; and
- D. submit an annual report to the Commission.

### **Commitment to Pro Bono Program Excellence**

We also understand that ultimately the measure of success for a civil legal services program, whether a staffed or volunteer attorney program, is the outcomes achieved for clients, and the relationship of these outcomes to clients' most critical legal needs. We agree to strive for

the following hallmarks which are characteristics enhancing a pro bono program's ability to succeed in providing effective services addressing clients' critical needs.

**1. Participation by the local bar associations and attorneys.** The associations and attorneys believe the program is necessary and beneficial.

**2. Centrality of client needs.** The mission of the program is to provide high quality free civil legal services to low-income persons through volunteer attorneys. Client needs drive the program, balanced by the nature and quantity of resources available.

**3. Program priorities.** The program engages in a priority-setting process, which determines what types of problems the program will address. Resources are allocated to matters of greatest impact on the client and are susceptible to civil legal resolution. The program calls on civil legal providers and other programs serving low-income people to assist in this process.

**4. Direct representation component.** The core of the program is direct representation in which volunteer attorneys engage in advocacy on behalf of low-income persons. Adjunct programs such as advice clinics, pro se clinics and paralegal assistance are dictated by client needs and support the core program.

**5. Coordination with state and local civil legal providers and bar associations.** The programs work cooperatively with the local civil legal providers. The partnerships between the civil legal providers and the local bar association results in a variety of benefits including sharing of expertise, coordination of services, and creative solutions to problems faced by the client community.

**6. Accountability.** The program has mechanisms for evaluating the quality of service it provides. It expects and obtains reporting from participating attorneys concerning the progress/outcome of referred cases. It has the capability to demonstrate compliance with requirements imposed by its funding source(s), and it has a grievance procedure for the internal resolution of disputes between attorneys and clients.

**7. Continuity.** The program has a form of governance, which ensures the program will survive changes in bar leadership, and has operational guidelines, which enable the program to survive a change in staff.

**8. Cost-effectiveness.** The program maximizes the level of high quality civil legal services it provides in relationship to the total amount of funding received.

**9. Minimization of barriers.** The program addresses in a deliberate manner linguistic, sensory, physical and cultural barriers to clients' ability to receive services from the program. The program does not create undue administrative barriers to client access.

**10. Understanding of ethical considerations.** The program operates in a way which is consistent with the Rules of Professional Conduct; client confidentiality is assured and conflicts of interest are avoided. The staff and volunteers are respectful of clients and sensitive to their needs.

**11. ABA Standards.** The program is designed to be as consistent with the ABA Standards for Programs Providing Civil Pro Bono Legal Services to Persons of Limited Means as possible.

No events, shortages or irregularities have occurred and no facts have been discovered which would make the financial statements provided to you materially inaccurate or misleading. To our knowledge there is nothing reflecting unfavorably upon the honesty or integrity of members of our organization. We have accounted for all known or anticipated operating revenue and expense in preparing our funding request.

We agree to provide human-interest stories promoting Pro Bono activities in a timely manner upon request of the Indiana Bar Foundation or Indiana Pro Bono Commission. We further agree to make ourselves available to meet with the Pro Bono Commission and/or the Indiana Bar Foundation to answer any questions or provide any material requested which serves as verification/source documentation for the submitted information.

**Explanation of items stricken from the above Letter of Representation:**

**It is understood that this Letter does not replace the Grant Agreement or other documents required by the Indiana Bar Foundation or Indiana Pro Bono Commission.**

**Signatures:**

\_\_\_\_\_  
**Judicial Appointee Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Plan Administrator Signature**

\_\_\_\_\_  
**Date**

## 2006 PLAN SUMMARY

- 1. Please write a brief summary of the 2006 grant request. Please include information regarding your district's planned activities including committee meetings, training, attorney recognition, newspaper or magazine articles, marketing and promotion. The grant request should cover needs to be addressed, methods, target audience, anticipated outcomes, and how past difficulties will be addressed.**

Since District 7's Pro Bono Office opened in March 2001, our goal has been to provide high quality free civil legal representation to income eligible citizens within the District. Our goal for 2006 remains the same.

For 2006, informal committee meetings will be held as well as full Board meetings. Judge Adler has met with Board members informally throughout the year to discuss various issues and topics and keeps in contact with the Pro Bono Office, the Plan Administrator, and the office manager and he will continue to do so in 2006.

On March 8, 2002 a Family Law Seminar was conducted by District 7. Family law manuals, which included pleading forms and form letters were distributed to all who attended. Another family law seminar may be scheduled in 2006 if there appears to be enough interest. Several years ago, District 7 set up a family law mentoring program and inexperienced participating pro bono lawyers have been and will continue to be referred to the experienced mentoring family law practitioners. Judge Adler will continue to send personal thank you letters to all participating attorneys who close a pro bono case and provide certificates of appreciation to new participating attorneys. A district wide pro bono dinner may be held in 2006, depending upon our budget.

In the past several years, District 7 has received extensive newspaper and television coverage concerning the program, as well as the recognition dinner in which Chief Justice Randall Shepard of the Supreme Court attended and spoke. It very well may be that additional newspaper and other news coverage will occur in 2006.

District 7 brochures and posters will continue to be distributed throughout the District as needed, which advertises our program as well as the means and method by which to contact District 7's main office by telephone. An 800 number was established years ago for long distance incoming calls.

The Council on Domestic Abuse will continue to provide the administrative and clerical services for the program, with CODA outreach staff taking applications in Sullivan, Clay, Vigo, Parke, and Vermillion, and Putnam County Family Support Service taking applications for Putnam County.

It is anticipated that approximately 120 low income clients will receive assistance in 2006 who would not otherwise receive assistance and representation.

The major difficulty encountered by District 7 has been the lack of attorneys willing to take family law cases. The number of family law specialists is declining and those attorneys who have not practiced family law feel uncomfortable doing so, although they are referred to our mentoring program and do receive a family law manual that has been prepared by District 7 participating attorneys. During 2004 and 2005, some success was achieved by having attorneys call and recruit other attorneys. This practice will be continued as well as ongoing attorney recruitment through word of mouth, peer pressure, and phone calls by the pro bono office to nonparticipating attorneys within the District. Through careful screening, some clients are referred to our pro se program and are given a specially designed District 7 pro se form to send to the judge handling his/her case. In most instances, these are post-dissolution issues (emancipation, visitation, child support modification), however, the District 7 staff can help clients prepare dissolution of marriage forms, if there are no real contested issues which need to be determined by a Court.

Tom Frohman of Legal Services Indiana, Inc. will be joining our Board in August 2005. Mr. Frohman has been involved with Legal Services for more than 20 years from his Bloomington office. It is expected that Mr. Frohman will bring a wealth of knowledge and experience to our Board with great hopes that he will have new and innovative and fresh ideas as to best address the backlog of family law cases. Initially, Mr. Frohman has advised that he will be willing to come to the pro bono office once a month and spend several hours talking to registered pro bono clients concerning their legal issues.

Please attach additional pages for each pro bono provider that receives IOLTA funding, whether directly or indirectly, in your district. See the sample additional pro bono provider page 6A. Please list each attorney only once in the volunteer attorney column but complete one line for each pro bono case for that attorney.

**Definitions:**

**Case:** A legal matter referred to and accepted by a pro bono attorney volunteer. This includes mediation and GAL services.

**Volunteer Attorney:** An attorney who has rendered pro bono service to at least one low-income client during the year or accepted a pro bono referral from the identified program. This does not include attorneys who are on the list of pro bono volunteers but who have never taken a case. The case numbers do not include cases screened, only cases actually referred to a pro bono attorney.

**Case Type:** Please use the abbreviations listed in Indiana Supreme Court Administrative Rule 8(B)(3) or any other defined abbreviation.

**Name of Pro Bono Provider** (includes legal service provider, court, plan administrator, bar association, and other organizations): **District 7 Pro Bono Corporation**

**IOLTA funding accounts for 100% of total pro bono provider budget. Please state the percentage of volunteers and cases which are attributable to IOLTA funding 100%. If this percentage is substantially more than the percentage of IOLTA funding, please explain.**

Volunteer Attorney Name	County	Year Case Accepted	Year Case Closed	Number of Hours	Case Type
ABEL, ERIC	VIGO	2004	N/A	N/A	DR
"	VIGO	2003	N/A	N/A	AD
"	VIGO	2002	N/A	N/A	DR
"	VIGO	2003	N/A	N/A	GU
"	VIGO	2002	N/A	N/A	DR
"	VIGO	2001	N/A	N/A	DR
ANDERSON, C. JOSEPH	VIGO	2004	N/A	N/A	GU
"	VIGO	2004	N/A	N/A	DR
"	VIGO	2003	N/A	N/A	DR
ANTONINI, HENRY L.	VERMILLION	2003	N/A	N/A	AD
BONOMO, DONALD	VIGO	2004	N/A	N/A	DR
"	VIGO	2004	N/A	N/A	DR
"	PARKE	2003	N/A	N/A	GU
BOSWELL, II, JAMES	VIGO	2002	2004	0	MI
BOUGH, BRAD	VIGO	2004	N/A	N/A	DR
"	VIGO	2003	2004	5	GU
"	VIGO	2002	2004	5	GU/ES
"	VIGO	2003	2004	0	GU
BOYLL, JEFFREY	VIGO	2003	N/A	N/A	DR
"	VIGO	2002	N/A	N/A	DR
"	VIGO	2004	N/A	N/A	DR
"	CLAY	2002	N/A	N/A	AD
"	VIGO	2002	N/A	N/A	DR
"	VIGO	2002	N/A	N/A	DR
"	CLAY	2003	2004	0	GU
BRAMES, ARNOLD	VIGO	2003	N/A	N/A	GU
"	VIGO	2004	N/A	N/A	GU
"	VIGO	2004	N/A	N/A	GU
"	VIGO	2003	2004	0	AD

BRATTAIN, GEORGE	VIGO	2003	N/A	N/A	GU
"	VIGO	2002	N/A	N/A	WILL
"	VIGO	2002	N/A	N/A	WILL
COOK, ADAM	VIGO	2001	N/A	N/A	SC
"	VIGO	2002	N/A	N/A	DR
CRAIG, SCOTT	VIGO	2004	N/A	N/A	GU
"	VIGO	2004	N/A	N/A	GU
"	VIGO	2004	N/A	N/A	MI
"	VIGO	2004	2004	.5	MI
"	VIGO	2003	2004	0	GU
CREASON, GEOFFREY	PUTNAM	2003	N/A	N/A	BNKRPTCY
"	PUTNAM	2003	N/A	N/A	BNKRPTCY
"	VERMILLION	2002	N/A	N/A	DR
"	VIGO	2004	N/A	N/A	DR
"	SULLIVAN	2002	N/A	N/A	DR
"	VERMILLION	2002	N/A	N/A	BNKRPTCY
"	VIGO	2004	2004	1.5	DR
"	VIGO	2003	2004	0	DR
CROSSEN, MARTHA	CLAY	2002	N/A	N/A	DR
DAILEY, CHRISTOPHER	VERMILLION	2003	N/A	N/A	BNKRPTCY
"	VIGO	2003	N/A	N/A	MI
"	VIGO	2002	N/A	N/A	BNKRPTCY
"	VIGO	2002	N/A	N/A	BNKRPTCY
"	VIGO	2004	N/A	N/A	BNKRPTCY
"	VIGO	2004	2004	5.5	DR
DANBERRY, CHERYL	PUTNAM	2003	N/A	N/A	DR
"	PUTNAM	2003	N/A	N/A	DR
"	PUTNAM	2002	N/A	N/A	DR
"	PUTNAM	2002	N/A	N/A	DR
"	PUTNAM	2004	N/A	N/A	DR
"	PUTNAM	2001	N/A	N/A	DR
"	PUTNAM	2004	N/A	N/A	DR
"	PUTNAM	2002	2004	0	DR
DARNELL, DON	VERMILLION	2002	N/A	N/A	DR
"	PARKE	2003	N/A	N/A	DR
"	PARKE	2002	N/A	N/A	DR
"	PARKE	2001	N/A	N/A	DR
"	PARKE	2001	N/A	N/A	DR
DEAL, JIM	PUTNAM	2003	N/A	N/A	GU
DRUMMY, WILLIAM	VIGO	2002	N/A	N/A	DR
"	VIGO	2003	N/A	N/A	DR
"	VIGO	2002	N/A	N/A	DR
"	VIGO	2002	N/A	N/A	SC
EFFNER, BOB	VIGO	2003	N/A	N/A	GU
ELLIS, KALEEL	VERMILLION	2003	N/A	N/A	BENEFITS
"	VIGO	2004	N/A	N/A	DR
"	VIGO	2003	N/A	N/A	DR
"	VIGO	2004	N/A	N/A	DR
"	VIGO	2003	2004	20	DR
"	VERMILLION	2003	2004	0	WILL
ELLIS, MICHAEL	VIGO	2003	N/A	N/A	BNKRPTCY
"	VIGO	2003	N/A	N/A	MI
"	VIGO	2002	N/A	N/A	BNKRPTCY
"	VIGO	2001	N/A	N/A	BNKRPTCY
ETLING, JOSEPH	VIGO	2004	N/A	N/A	MI

FLESCHNER, STEVEN	VIGO	2003	N/A	N/A	AD
FOLLOWELL, DOUG	SULLIVAN	2003	N/A	N/A	GU
FRIEDRICH, DAVID	VIGO	2004	N/A	N/A	GU
"	PARKE	2003	N/A	N/A	DR
"	VIGO	2004	N/A	N/A	DR/PTRNTY
"	VIGO	2001	N/A	N/A	DR
"	VIGO	2001	N/A	N/A	DR
"	VIGO	2002	2004	3	DR
GAMBILL, CHRISTOPHER	VIGO	2004	N/A	N/A	DR
"	VIGO	2003	N/A	N/A	DR
"	VIGO	2004	N/A	N/A	DR
HANNER, GARY	VIGO	2001	N/A	N/A	DR
"	PARKE	2003	N/A	N/A	AD
"	VERMILLION	2002	N/A	N/A	DR
"	PARKE	2002	N/A	N/A	GU
"	VIGO	2004	N/A	N/A	DR
HANNER, JAMES	VERMILLION	2003	N/A	N/A	DR
"	VERMILLION	2002	N/A	N/A	GU
HELLMAN, ROBERT	VIGO	2001	N/A	N/A	DR
HIMES, JOHN	VIGO	2003	N/A	N/A	BNKRPTCY
IRELAND, MICHAEL	VIGO	2004	N/A	N/A	WILL
"	VIGO	2001	N/A	N/A	DR
"	VIGO	2004	N/A	N/A	GU
"	VIGO	2004	2004	2.5	WILL
JOHNSON, JEFFREY	SULLIVAN	2003	N/A	N/A	DR
"	VIGO	2003	N/A	N/A	GU
"	SULLIVAN	2004	N/A	N/A	DR
JOHNSON, STEVEN	VIGO	2003	2004	3.3	SC
KELLER, JOHN	VIGO	2001	N/A	N/A	MI
KELLEY, KERI	VIGO	2001	N/A	N/A	DR
KESLER, II, JOHN	VIGO	2003	N/A	N/A	DR
"	VIGO	2002	2004	0	PTRNTY
"	VIGO	2004	2004	0	PTRNTY
LEE, CHOUIL	VIGO	2002	N/A	N/A	AD
LEWELLYN, JEFFREY	VIGO	2003	2004	18.25	DR
LEWIS, LIBBY	CLAY	2003	N/A	N/A	DR
"	VIGO	2002	N/A	N/A	DR
"	VIGO	2001	N/A	N/A	DR
"	CLAY	2003	N/A	N/A	DR
"	SULLIVAN	2002	N/A	N/A	DR
"	CLAY	2003	N/A	N/A	DR
LIND, JEFFRY	VIGO	2004	N/A	N/A	GU
"	VIGO	2002	N/A	N/A	DR
"	Vigo	2003	2004	12.8	GU
LORENZ, TERI	VIGO	2004	N/A	N/A	DR
"	VIGO	2004	N/A	N/A	DR
"	VIGO	2003	N/A	N/A	DR
"	VIGO	2003	N/A	N/A	AD
MARTIN, RAE	VIGO	2003	N/A	N/A	DR
"	PARKE	2003	N/A	N/A	DR
MCDONALD, MISTY	VIGO	2001	N/A	N/A	DR
MCGLONE, DANIEL	VIGO	2003	N/A	N/A	BENEFITS
"	CLAY	2002	N/A	N/A	AD
"	VIGO	2001	N/A	N/A	DR
"	PARKE	2004	N/A	N/A	DR



MCGLONE, GERALD	VIGO	2002	N/A	N/A	GU
"	CLAY	2002	N/A	N/A	GU
"	VIGO	2001	N/A	N/A	GU
"	VIGO	2002	N/A	N/A	SC
MCKEE, CRAIG	VIGO	2003	N/A	N/A	BENEFITS
"	VIGO	2002	N/A	N/A	MI
"	VIGO	2002	N/A	N/A	DR
"	VIGO	2002	N/A	N/A	GU
MCPAHAN, ROBERT	VIGO	2003	N/A	N/A	GU
MULLICAN, MARK	VIGO	2003	N/A	N/A	BNKRPTCY
"	VIGO	2001	N/A	N/A	MI
NATTKEMPER, DON	VIGO	2004	2004	5	GU
NEWLIN, THOMAS	VIGO	2003	N/A	N/A	AD
NEWTON, CHRISTOPHER	VIGO	2001	N/A	N/A	DR
"	VIGO	2001	N/A	N/A	DR
"	VIGO	2003	N/A	N/A	DR
"	VIGO	2003	N/A	N/A	DR
"	VIGO	2002	N/A	N/A	GU
"	VIGO	2002	2004	0	DR
"	VIGO	2003	2004	0	DR
NICHOLS, JOHN	VIGO	2004	N/A	N/A	DR
"	VIGO	2001	N/A	N/A	DR
"	VIGO	2003	N/A	N/A	DR
OLDHAM, RHONDA	VIGO	2002	N/A	N/A	ES
ORGAN, JAMES	PARKE	2003	N/A	N/A	DR
PHIPPS, LORA	CLAY	2003	N/A	N/A	BNKRPTCY
PIERCE, MARY	PARKE	2003	N/A	N/A	DR
"	VERMILLION	2002	N/A	N/A	DR
"	VERMILLION	2002	N/A	N/A	BNKRPTCY
"	PARKE	2003	N/A	N/A	DR
"	VERMILLION	2003	N/A	N/A	BNKRPTCY
"	PARKE	2003	N/A	N/A	AD
REBERGER, JR., LEE	CLAY	2002	2004	0	DR
REDDY, LAKSHMI	VIGO	2003	N/A	N/A	GU
REED, MARK LEO	SULLIVAN	2003	N/A	N/A	DR
"	SULLIVAN	2003	N/A	N/A	DR
ROACH, JOHN	VIGO	2003	2004	0	DR
SACOPULOS, PETER	VIGO	2004	N/A	N/A	GU
SHAGLEY, RICHARD	VIGO	2003	N/A	N/A	SC
SHAGLEY, II, RICHARD	VIGO	2004	N/A	N/A	WILL
"	VIGO	2004	N/A	N/A	WILL
"	VIGO	2002	2004	0	DR
SHEMA, CHRISTOPHER	VIGO	2004	N/A	N/A	AD
"	VIGO	2002	N/A	N/A	AD
"	VIGO	2004	N/A	N/A	AD
SKILLMAN, B. SCOTT	VIGO	2004	N/A	N/A	DR
"	VIGO	2004	N/A	N/A	BNKRPTCY
"	VIGO	2004	N/A	N/A	DR
"	PARKE	2003	N/A	N/A	BNKRPTCY
"	CLAY	2003	2004	12	GU
SLAGLE, MICHAEL	VIGO	2004	N/A	N/A	DR
"	CLAY	2001	N/A	N/A	DR
"	VIGO	2003	2004	0	DR
SMELTZER, CARROLL	VIGO	2003	2004	18	DR
SMITH, PHILLIP	VIGO	2001	N/A	N/A	DR

"	VIGO	2003	N/A	N/A	ES
"	VIGO	2003	N/A	N/A	GU
"	VIGO	2002	N/A	N/A	GU
SOMHEIL, ERIC	CLAY	2003	2004	0	GU
STARK, DENNIS	VIGO	2002	N/A	N/A	DR
"	VIGO	2003	N/A	N/A	DR
SULLIVAN, DAVID	VIGO	2003	N/A	N/A	AD
"	VIGO	2004	N/A	N/A	MI
SWAIM, SAM	PARKE	2002	N/A	N/A	DR, PTRNTY
"	PUTNAM	2003	N/A	N/A	GU
"	PARKE	2001	N/A	N/A	DR
TANOOS, TONY	CLAY	2001	N/A	N/A	BENEFITS
TROUT, JOSEPH	VIGO	2002	N/A	N/A	GU
"	CLAY	2003	N/A	N/A	DR
"	VIGO	2001	N/A	N/A	DR
"	VIGO	2003	N/A	N/A	DR
"	VIGO	2004	N/A	N/A	GU
WAGNER, LARRY	VIGO	2002	N/A	N/A	DR
WALL, CHRIS	VIGO	2003	2004	0	SC
WALL, JOHN	VIGO	2003	2004	8	GU
WATSON, MARK	CLAY	2001	N/A	N/A	DR
"	VIGO	2001	N/A	N/A	DR
"	VIGO	2003	N/A	N/A	BNKRPTCY
"	VIGO	2002	N/A	N/A	DR
"	VIGO	2002	N/A	N/A	BNKRPTCY
"	PARKE	2001	N/A	N/A	BNKRPTCY
"	VIGO	2002	N/A	N/A	BNKRPTCY
"	CLAY	2004	N/A	N/A	BNKRPTCY
"	CLAY	2002	N/A	N/A	DR
WILKENS ON, B. CURTIS	VIGO	2004	N/A	N/A	SC
"	VIGO	2004	N/A	N/A	GU
"	VIGO	2002	N/A	N/A	GU
WILLIAMS, ROWDY	VIGO	2002	N/A	N/A	DR
"	CLAY	2002	N/A	N/A	DR
"	VIGO	2002	N/A	N/A	DR
"	VIGO	2003	N/A	N/A	BNKRPTCY
"	VERMILLION	2003	N/A	N/A	BNKRPTCY
WREDE, CHRIS	VIGO	2003	N/A	N/A	DR
WREDE, JENNIFER	VIGO	2002	N/A	N/A	AD
YOUNG, JAMES HARVEY	PUTNAM	2003	2004	8	DR
<b>TOTAL:</b>		<b>TOTAL:</b>	<b>TOTAL:</b>	<b>TOTAL:</b>	
<b>Overall total number of</b>	<b>83 Volunteer</b>	<b>Overall</b>	<b>235</b>	<b>Overall</b>	<b>128.35 Hours</b>
<b>volunteer attorneys:</b>	<b>Attorneys</b>	<b>total</b>	<b>Cases</b>	<b>total</b>	
		<b>number</b>		<b>hours on</b>	
		<b>of cases</b>		<b>closed</b>	
		<b>accepted</b>		<b>cases:</b>	
		<b>or pend-</b>			
		<b>ing:</b>			

\*A zero in the "no. of hours" column indicates that a client was referred to a pro bono attorney, but either never kept the appointment or after a meeting decided not to pursue the matter.

**Name of Pro Bono Provider** (includes legal service provider, court, plan administrator, bar association, and other organizations): \_\_\_\_\_

**IOLTA funding accounts for \_\_\_\_ % of total pro bono provider budget. Please state the percentage of volunteers and cases which are attributable to IOLTA funding \_\_\_\_\_. If this percentage is substantially more than the percentage of IOLTA funding, please explain.**

Volunteer Attorney Name	County	Year Case Accepted	Year Case Closed	Number of Hours	Case Type
----------------------------	--------	-----------------------	---------------------	-----------------------	-----------

[illegible]

## 2004 REPORT OF VOLUNTEER ATTORNEY LIMITED INFORMATION ACTIVITY IN DISTRICT 7

This limited legal information chart can include activities such as pro se clinics and call-in or walk-in informational services.

Please attach additional pages for each pro bono provider that receives IOLTA funding, whether directly or indirectly, in your district. See the sample additional pro bono provider page 7A.

Please list each attorney only once in the volunteer attorney column but complete one line for each type of legal information activity for that attorney.

**Name of Pro Bono Provider** (includes legal service provider, court, plan administrator, bar association, and other organizations): Putnam County Pro Se Help Desk

Volunteer Attorney Name	County	Type of Activity	Number of Hours
Trudy Selvia	Putnam	Pro Se Help Desk	2
Monica Fennell	Putnam	Pro Se Help Desk	4
Diane Walker	Putnam	Pro Se Help Desk	2
Maryann Williams	Putnam	Pro Se Help Desk	4
Laura Paul	Putnam	Pro Se Help Desk	2
Karen Temple	Putnam	Pro Se Help Desk	2
Suzanne Milligan	Putnam	Pro Se Help Desk	2
Scott Hoff	Putnam	Pro Se Help Desk	4
Laurie Robertson Hardwick	Putnam	Pro Se Help Desk	2
Jeff Boggess	Putnam	Pro Se Help Desk	2
<b>TOTAL:</b>		<b>TOTAL:</b>	
<b>OVERALL VOLUNTEER ATTORNEY TOTAL:</b>	<b>10</b>	<b>OVERALL TOTAL HOURS:</b>	<b>26</b>

**Name of Pro Bono Provider** (includes legal service provider, court, plan administrator, bar association, and other organizations): \_\_\_\_\_

[illegible]

<b>2004 REPORT</b>
--------------------

**Please list your District's 2004 activities--including committee meetings, training, attorney recognition, newspaper or magazine articles, marketing and promotion--in chronological order.**

<u>Date</u>	<u>Activity</u>
Jan-Dec	<p>Throughout the year Judge Adler informally met with various Board members, attorneys and judges, relative to recruiting participating pro bono attorneys. He also met throughout the year with the plan administrator and the pro bono office manager and the corporation's treasurer, John Roach. He visited the Pro Bono Office at least twice a month. Brochures and posters were distributed throughout the district when needed. Judge Adler sent a personal thank you letter to each participating attorney once a case was closed and certificates of appreciation were also sent to new participating attorneys. Brochures and posters were distributed throughout the District when needed.</p> <p>Participating attorneys who are inexperienced in family law were referred to our family law mentoring program and forms that are kept in our office were sent to them.</p> <p>Although District 7 has received extensive newspaper and television coverage in the past, it is believed there was no such publicity in 2004, due to prior articles, some of which were attached to previous reports.</p>
Jan	<p>Charter Board member, Michael Ellis went to the Pro Bono Office in January and assigned 29 cases to attorneys, some of whom had never taken a case previously.</p>
Dec 16	<p>District 7 conducted a full Board meeting where various issues and topics were discussed. Judge Adler presided as President.</p>

## 2004 REPORT

**Please provide a short summary of how the provision of pro bono service is coordinated in your district, including the intake process, the relationships of pro bono providers in the district, how referrals are made, and how reporting is done.**

When a client contacts the District 7 Pro Bono Office, their eligibility is first determined based upon income, location and legal problem. If they are a victim of domestic violence, they are referred to the Indiana Legal Services for assistance. In Putnam County, if the client is willing to file pro se, the client is referred to the Putnam County Pro Se Help Desk; we also make referrals to the Putnam County Family7 Court Facilitation Project which is a project which aids clients in mediating family law cases. If the client does go through our Pro Bono Office, their application is taken and they are placed on a waiting list until their case is up for assignment. Then we call volunteer participating attorneys until one of them accepts the case. All reporting is done at the conclusion of the case when the attorney and the client submit a case closing report. Once the case is closed, Judge Adler personally sends to the attorney a thank you letter.

**Please describe any special circumstances, including difficulties encountered, affecting your District's 2004 implementation of its plan.**

The only real difficulty District 7 has encountered since 2001 is meeting the overwhelming demand in the area of family law. Approximately 80% of all requests for pro bono services are in the area of family law. We conducted a family law seminar in March of 2002 which was quite successful. However, the demand still surpasses the supply of family law participating attorneys. Recruitment efforts continue by Board members, as well as by participating attorneys. Charter Board member, attorney Mike Ellis, went to the pro bono office for purposes of recruiting attorneys. Mr. Ellis was able to assign 29 cases, many of which were assigned to attorneys who had never accepted a pro bono case. This recruitment initiative will continue with Mr. Ellis, as well as other District 7 Board members and interested attorneys, with the hope of achieving similar successes.

Through the screening process, it may be that a client can handle their family law issue (usually post-dissolution matters, such as visitation, modification of child support, emancipation) pro se. Specially designed District 7 pro se forms are given to the client to fill out and send to the Judge and the matter is set for hearing. Judge Adler alone set over 700 pro se matters for hearing in 2004 and 2005 numbers are similar. Screening cases for pro se handling has taken some stress off of our program. All judges in the District have been asked to cooperate in this regard.

Our program has operated quite smoothly with overwhelming favorable comments from clients as well as participating attorneys. To date we have been adequately funded.



# BUDGETS FOR 2004, 2005 AND 2006 FOR IOLTA FUNDS ONLY

Cost Category	2004 Actual Expenditures	2004 Budget	2005 Actual Expendi- tures To Date	2005 Budget	2006 Budget
<b>A. PERSONNEL COSTS</b>	17,500.00	17,500.00	8,750.00	17,500.00	17,500.00
1. Plan Administrator					
2. Paralegals					
3. Others- <b>Please explain</b>					
4. Employee benefits					
a. Insurance					
b. Retirement plans					
c. Other- <b>Please explain</b>					
5. Total Personnel Costs	17,500.00	17,500.00	8,750.00	17,500.00	17,500.00
<b>B. NON-PERSONNEL COSTS</b>					
1. Occupancy					
2. Equipment rental					
3. Office supplies	166.50	400.00	148.00	400.00	400.00
4. Telephone	1,022.74	2,000.00	530.66	1,200.00	1,200.00
5. Travel		400.00		300.00	300.00
6. Training		1,200.00			
7. Library					
8. Malpractice Insurance					
9. Dues and fees					
10. Audit	330.00	1,000.00	335.00	500.00	500.00
11. Contingent reserve		7,900.00	2,000.00		
12. Litigation reserve		1,000.00	500.00		
13. Marketing and promotion					
14. Attorney recognition				800.00	
Litigation Expenses (in- cludes expert fees)	644.36	5,000.00		1,200.00	2,000.00
15. Property Acquisition					
16. Contract Services					
17. Grants to other pro bono providers					
19. Other- <b>Please explain</b> <b>(Secretary of State)</b>	10.00		10.00		10.00
20. Total Non-Personnel Costs	2,173.60	18,900.00	3,523.66	4,400.00	4,410.00
<b>C. TOTAL EXPENDITURES</b>	19,673.60	36,400.00	12,273.66	21,900.00	21,910.00

IOLTA funds received **2004:** \$ 9,000.00 IOLTA funds received **2005:** \$ 13,000.00

## **Budget Narrative**

Please provide descriptions of the following line items in the foregoing budget chart, by item number, in the space provided.

Lines (A)(1), (2), (3) Please indicate the number of hours per week for each personnel position and rate of pay.

District 7 has contracted with the Council on Domestic Abuse for \$17,500 per year. Our Plan Administrator is the Director of CODA. They provide all personnel in each county within the District for our Pro Bono offices, staff each one and provide the necessary services to the clients, which includes taking client applications, contacting attorneys, keeping track of all records and statistics, and all follow-up procedures. They receive no benefits from District 7 or mileage. It is estimated that the CODA personnel spend 42 hours per week on pro bono.

Line (B)(1) Please describe the occupancy cost in terms of square footage, utilities or other amenities, and indicate whether the occupancy cost is above or below the market rate for that space.

Due to a multimillion dollar renovation of the Vigo County Courthouse, CODA and District 7's main Pro Bono office has been relocated to a new location, three blocks east of the Courthouse. CODA has generously donated part of their newly located space to District 7 with the approval of the Vigo County Commissioners. There is no charge for rent or utilities, which is conservatively estimated to be worth \$700 per month. CODA also donates office space to District 7 in all other counties within the District. CODA allows District 7 to use their copy machine at no charge.

<b>ANNUAL TIMETABLE FOR SUBMISSION OF FORMS AND CHECKS:</b>
---

January 1:	Checks distributed
July 1:	Annual report, plan and grant application due to IPBC
November:	Notification of awards
<b>December 1:</b>	<b>IBF grant agreement due and revised budget due</b>